

1790

AGREEMENT BETWEEN THE
DEPTFORD TOWNSHIP BOARD OF EDUCATION
AND THE
DEPTFORD EDUCATION ASSOCIATION

JULY 1, 1992 - JUNE 30, 1995

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ARTICLE I

RECOGNITION

A. The Deptford Township Board of Education, Deptford Township, Gloucester County, hereafter known as the Board, hereby recognizes the Deptford Education Association, hereafter known as the Association, as the exclusive representative for collective negotiation concerning the terms and conditions of employment for the following employees: all fully certified personnel under contract and employed by the Board and so assigned as an employee who teaches students directly such as classroom teacher, special area teacher, plus librarian, guidance counselors - nurse, social worker and learning disability teacher consultant, and all employees under contract and employed by the Board and so assigned as employees who perform secretarial and clerical duties, excluding confidential secretaries.

B. The Association hereby recognizes the Board as the legal authority elected as representatives of the people and further recognizes the responsibilities of the Board and the Superintendent for the conduct and operation of the school district in compliance with New Jersey Statutes Title 18A.

ARTICLE II

NEGOTIATION PROCEDURES

A. The parties agree to enter into collective negotiations over a successor Agreement, (and they agree that this Agreement shall remain in force until such times as a new Agreement is reached in accordance with Chapter 123 Public Laws of 1974). Such negotiations shall begin not later than October 1st of the calendar year preceding the calendar year in which this Agreement expires.

B. Consistent with Chapter 123 of Public Laws of 1974, the Board shall not affect any change in policy concerning terms and conditions of employment except those so negotiated and included as part of this Agreement and contained herein.

C. The Board agrees to furnish the Association upon reasonable request, such information as will assist the Association in developing intelligent, feasible and constructive proposals in behalf of teachers, students, and the school system. This information may include a complete and accurate financial report and tentative budget for the next school year.

D. The Association agrees to furnish the Board and Superintendent upon reasonable request, research information and data, gathered by the Association, that will assist the Board and the Superintendent in the development of sound educational programs.

E. During the term of this Agreement, neither party shall be required to negotiate with respect to any matter whether or not covered by this Agreement and whether or not within the knowledge contemplation of either or both of the parties at the

time they negotiated or executed this Agreement.

F. This Agreement shall not be modified in whole or in part by the parties except by an instrument in writing duly executed by both parties. Board policy shall prevail on all matters not covered by this Agreement.

ARTICLE III

GRIEVANCE PROCEDURE

A. Definitions

1. Grievance is defined as an alleged violation, misinterpretation, or misapplication of this Agreement.
2. Aggrieved is defined as the employee making the complaint.

3. Days means school attendance days.

B. Time Limits

A grievance shall be processed within the specified time limits. Time limits may be extended by mutual agreement. Any grievance not advanced from one step to the next within the time limits of that step shall be considered dropped.

C. Record Keeping

Documents, communications and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants.

D. Representation

The aggrieved may be represented at all stages of the grievance procedure by himself or at his option by a representative. When the aggrieved is not represented by the Association, the Association shall have the right to be present as observer. All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their representatives and counsel.

E. Procedure

1. Level I - Step A - Informal. No grievance shall be accepted unless it is raised within ten (10) days of the time when it first occurred. Within said ten (10) day period, the aggrieved

shall first discuss the grievance with his/her immediate supervisor and/or principal directly with the objective of resolving the matter informally.

Step B. If the aggrieved person is not satisfied with the disposition of his/her grievance after informal discussion or if no decision has been rendered within five (5) school days after presentation of the grievance, he/she may file the grievance with his/her immediate supervisor and/or principal within ten (10) school days of receipt of principal's answer. The grievance shall be stated in writing and signed by the aggrieved.

The "Statement of Grievance" shall name the individual employee or employees involved, shall state the facts giving rise to the grievance, shall identify the alleged infraction of this Agreement, shall state the contention of the employee with respect to the alleged infraction and shall indicate the specific relief sought.

2. Level II - If the aggrieved is not satisfied with the disposition of his/her grievance at Level I or if no decision has been rendered within five (5) school days after presentation of the grievance, he may within ten (10) school days of principal's answer file the grievance in writing with the Superintendent of Schools. At the same time, a copy of the grievance shall be given to the principal involved. The Superintendent or his designee shall give the aggrieved an answer in writing no later than ten (10) school days after receipt of written grievance. The decision may be announced to the parties concerned.

3. Level III - If the aggrieved person is not satisfied with the disposition of his/her grievance at Level II, or if no decision has been rendered within ten (10) school days after presentation of the grievance to the Superintendent, the aggrieved person may within ten (10) school days file the grievance in writing

with the Board of Education. The aggrieved person shall be granted a hearing with the Board of Education within ten (10) school days of the receipt of the written grievance. The Board shall give the aggrieved person an answer in writing within five (5) school days of the date of the hearing.

4. Level IV - In the event that the grievance shall not have been disposed of at Level III, the aggrieved may within thirty (30) school days after the Board's decision refer the unsettled grievance to arbitration.

a. In the case of teacher grievances, the Arbitrator's decision shall be binding.

b. In the case of clerical grievances, the Arbitrator's decision shall be advisory (non-binding).

F. Arbitration

The Arbitrator shall be selected within thirty (30) days following the request of either party to the other, under the rules and procedures of the American Arbitration Association.

The Arbitrator shall be limited solely to making determinations in cases of alleged violations of the specific article and sections of this Agreement.

The Arbitrator shall have the authority to confer separately or jointly with the Board, Superintendent, and the Association or to use any other source of information.

The Arbitrator shall make determinations for resolution within thirty (30) days. The determinations shall be submitted to both parties, the Board and the Association. The Board and the Association shall implement the decision of the Arbitrator.

The Arbitrator's decision, after twenty (20) days may be made public by either party, the Board or the Association.

G. Costs

The cost and expense incurred in securing and utilizing the services of the Arbitrator shall be the shared responsibility of the parties engaging his services.

H. No reprisals shall be taken against any participant by reason of participation.

I. The following matters shall not be arbitrable:

1. The failure or refusal of the Board to renew a contract of a non-tenure employee.

2. Matters where a method of review is prescribed by law or by any rule, regulation of the State Commissioner of Education or the State Board of Education.

3. Matters where the Board is without authority to act.

4. Matters involving the statutory or discretionary powers of the Board.

ARTICLE IV

RIGHTS

A. Nothing contained herein shall be construed to deny or restrict to any employee such rights as he/she may have under New Jersey School laws/the laws of New Jersey.

B. No employee shall be disciplined without just cause.

C. Nothing contained herein shall be construed to deny the Board or Superintendent their rights at any time to call a meeting of the educational staff to present its position in any matter that in its judgment may affect the education program.

D. The Board reserves to itself sole jurisdiction and authority over matters of policy and retains the right, subject only to the limitations imposed by the language of this Agreement, in accordance with applicable laws and regulations (a) to direct employees of the school district, (b) to hire, promote, transfer, assign, and retain employees in position in the school district and for just cause to suspend, to demote, discharge, or take other disciplinary action against employees, (c) to relieve employees from duty because of lack of work or for other legitimate reasons, (d) to maintain the efficiency of the school district operations entrusted to them, (e) to determine the methods, means and personnel by which such operations are conducted and (f) to take whatever actions may be necessary to carry out the mission of the school district in situations of emergency.

E. The Board of Education shall endeavor to insure safe working conditions. In the event of disorder or disruption in the regular school program, teacher representatives of the Association shall have the right to meet with the school administrators as direct representatives of the Board of Education.

F. The Board shall reimburse teachers for the reasonable cost of any clothing or personal property damaged or destroyed as a result of student assault while the teacher was acting in discharge of duties within the scope of his/her employment.

ARTICLE V

ASSOCIATION PRIVILEGES

A. The Association or its named representatives shall be privileged to transact official Association business on property at reasonable times, provided that this shall not interfere with or interrupt any individual assignment or the normal operation of the school.

B. The Association or its named representative shall be privileged to process school-building use applications for unit activities.

C. The Association shall be privileged the exclusive use of a bulletin board for teachers in each school building in addition to space on the bulletin board of the central office where one is in existence. The location of the Association bulletin board may be designated by the Association president so long as it does not interfere with the orderliness of the area.

D. The Association shall be given one (1) hour during teacher orientation to conduct official Association business. The Association shall be notified of the times prior to the opening of school.

E. In the event that the Association wishes to use school buildings for matters relating to the clerical portion of the Unit, requests therefor shall be submitted to the Superintendent forty-eight (48) hours in advance. The request shall not be granted for meetings which are for the purpose of discussing or planning action which would be adverse to the interests of the Board.

F. The Association may request on behalf of the clerical portion of the Unit the use of school equipment including typewriters, calculating machines, mimeographing machines, other duplicating equipment, and all types of audio-visual equipment as reasonable times, when such equipment is not otherwise in use. The Association shall

pay for the reasonable cost of all materials and supplies incident to such use as well as the cost of any repairs made necessary from such use. Such use may not be for the purpose of preparing materials adverse to the interests of the Board.

G. The Association shall have the right to use the inter-school mail facilities and school mail boxes in regard to clerical employees.

H. Representatives of the Association and/or N.J.E.A. must, on coming upon the Board's premises, notify the Superintendent and advise of the purpose of the visit. No visitation shall interfere with or interrupt normal school operations. (This procedure refers to clerical employees.)

ARTICLE VI

WORK YEAR AND WORK DAY

A. The school calendar shall be as set forth by the Board.

B. Teachers

1. School Day - The teacher's school day shall be defined as: Six (6) hours and fifty (50) minutes minimum, seven (7) hours and five (5) minutes maximum.

2. School Week - The school week shall consist of five (5) full working days, Monday through Friday inclusive, except where legal holidays and vacation periods are included in the school calendar.

3. Teacher Work Year - The teacher work year shall not exceed one hundred and eighty-six (186) days, including the two New Jersey Education Association convention days. The school year shall be ten (10) calendar months for professional employees who hold a ten month contract.

4. The parties recognize that some of the duties of professional employees may extend beyond the defined school day. These duties during the school year are in excess of assignments for which extra compensation is paid. These hours may be spent on the school premises, in charge of pupil activities, or other approved activities. They may also include attendance at PTA meetings, service on curriculum and other committees, and such items as chaperoning of social and athletic events and working with individual pupils.

5. Employees shall be entitled to a duty free lunch period as prescribed in the Agreement, Article 7, forty (40) minutes, secondary, forty-five (45) minutes elementary. Employees shall sign in and sign out in the office of the building principal upon entering and leaving the premises within the prescribed school hours at times other than their assigned schedule.

C. Clerical Employees

1. The work day shall be seven hours and fifteen minutes (7-1/4) per day exclusive of lunch. School building assignments shall be covered by Secretarial and/or clerk services no less than one-half (1/2) hour before the official opening of school and one (1) hour beyond the close of school day. District offices (Office of the Superintendent, Business Office, Curriculum Office, Special Services) shall be covered by Secretarial and/or Clerical services from 8:15 a.m. to 4:30 p.m. daily with a staggered lunch period of one (1) hour. Schools on double session or extended day shall be covered 1/2 hour before sessions and one hour after the close of said school session but in no case shall the secretarial day be shorter than 7:15 minutes exclusive of lunch. All lunch periods in double or extended sessions will be one hour.

2. Excess of forty (40) hours per week exclusive of lunch-time shall be compensated at the rate of time-and-one-half (1 1/2) per hourly rate.

3. Work Week - The work week shall consist of five full working days, Monday through Friday inclusive, except where legal holidays and vacation periods are included in the work calendar.

4. Work Year - The work year shall be:

Ten month contract - September 1 to June 30 - 204 days; twelve month contract - July 1 to June 30 - 247 days, exclusive of legal holidays and any other days designated by the Board of Education prescribed work calendar.

5. Summer work hours shall become effective on the sixth work day following the last pupil contact day and shall cease on the third Monday of August.

ARTICLE VII

TEACHING LOAD

A. The administration shall, whenever possible, minimize additional responsibilities to the normal teaching assignments.

B. Lunch Period

1. Teachers in the self-contained program shall receive a duty-free lunch period of forty-five (45) minutes minimum.

2. Teachers in the departmentalized program shall receive a duty-free lunch period of forty (40) minutes minimum.

C. Preparation Time

I. Classroom teachers in the self-contained program shall receive one hundred and twenty (120) minutes preparation time per week in the form of four (4) periods of thirty (30) minutes to be assigned on individual days.

a. The elementary specialists (Art, Music, Physical Education and Librarian) shall receive four (4) thirty (30) minute preparation periods per week if it is administratively feasible.

2. Teachers in the departmentalized program shall receive one forty (40) minute preparation period per day.

3. A hearing may be requested by any teacher with the principal and the Superintendent in reference to teaching load.

4. Any departmentalized staff member with more than three (3) preparations per day shall receive one (1) additional preparation period per day.

ARTICLE VIII

CLERICAL EMPLOYMENT - AND/OR CHANGE OF CLASSIFICATION

A. The best qualified shall be given full consideration. Job openings, upgrading job levels, and classification changes shall be posted in all district buildings and a copy to the Association President. The Board shall act upon the recommendation of the Superintendent, and its determination shall be final and not subject to the grievance procedure.

B. For the purposes of this procedure, seniority is defined as the length of service, township-wide, from the last date of hire. Employees who were hired on the same date will be carried on the seniority list alphabetically by last name. However, in the event of a RIF, a determination of who is retained shall be by skill and ability.

C. Notice of each clerical-secretarial position opening will be posted for a period of five (5) working days. Posted notices will identify each open position by title, salary grade, range and office. Notices will also include brief job description to be conveyed to candidate at time of interview.

D. Employees who wish to apply for open positions should contact the Superintendent's Office in writing during the five (5) day posting period. All applications must be in writing.

E. Applications will be accepted from 8:15 a.m. to 4:30 p.m. daily, during all five (5) days of the application period. At the end of that time, no applications will be accepted.

F. Within sixty (60) days after the five (5) day posting period, each applicant will receive notification from the Superintendent of the status of the position.

G. Agreement as to Initial Salary. Whenever a person without prior educational-secretarial experience shall hereafter accept a secretarial-clerical position within the Deptford Township Public School District, her initial place on the salary schedule shall be at the entry level. The initial salary of an individual with prior educational-secretarial experience shall be at such point on the clerical salary schedule as may be agreed upon by the employee and the Deptford Township Board of Education. Thereafter, salaries shall be paid in accordance with the attached clerical salary schedules.

H. Probationary Period. Whenever a person shall hereafter accept a position, she shall serve a probationary period of 90 days.

I. All non-tenure employees must have one year in their present position before becoming eligible to apply for open positions or advancement.

J. Nothing herein shall be construed to prohibit the Board from filling vacancies from outside of the bargaining unit.

ARTICLE IX

TEACHER EMPLOYMENT

A. The best qualified shall be given full consideration. Certification requirements shall be made known to all applicants for professional positions. The Board shall act upon the recommendation of the Superintendent.

1. Agreement as to initial salary - whenever a person shall hereafter accept office, position or employment as a member of the Deptford Township Public School District, his initial place on the salary schedule shall be at such point as may be agreed upon by the employee and the Deptford Township Board of Education.

2. Academic Year shall mean the period between the opening day of school in Deptford Township after the general summer vacation, or ten (10) days thereafter, and the next succeeding summer vacations.

3. Years of Employment shall mean employment as a fully certified teacher for one academic year in any publicly owned and operated college, school or other institution of learning for one (1) academic year in this or any other state or territory of the United States.

4. Credit for Military Service - Every member who, after July 1, 1949, has served or hereafter shall serve, in the active military or naval service, in the Women's Army Corps, the Women's Reserve of the Naval Reserve, or any similar organization authorized by the United States to serve with the Army or Navy, in time of war or an emergency, or for or during any period of training, or pursuant to or in connection with the operation of any system of selective service, shall be entitled to receive equivalent years of employment credit for such service as if he had been employed for the same period of time in some publicly owned and

operated college, school or institution of learning in this or any other state or territory of the United States, except that the period of such service shall not be credited toward more than four (4) employment or adjustment increments.

5. Upon recommendation of the Superintendent, the Board may withhold, for inefficiency or other good cause, any increment of any employee in any year. It shall be the duty of the Board to give written notice of such action, together with the reasons therefor, to the employee concerned. Within ten (10) days of receiving the written notice, the employee may appeal, in writing, to the Board, the recommendation of the Superintendent to withhold such increment.

Such denied increment may be granted in succeeding years, non-retroactive, upon the recommendation of the Superintendent provided all deficiencies have been removed.

B. Salary Guide - The salary guides for teachers covered by this Agreement shall be as set forth in the attended teachers' salary schedules.

1. There shall be no horizontal move on the teachers' salary schedules in regard to any course credits beyond the bachelors or masters degrees except for graduate school course credits obtained after said degree has been conferred. The graduate school course credits must have been obtained from a recognized college or university and taken at facilities maintained by that college or university. The courses must be in the field of education and must be taken in connection with a predetermined objective which is designed to improve the teacher's skills and enhance the teacher's value to the school district. Exceptions may be granted by the Superintendent for employees working toward additional certification.

C. Continuous Employment - An additional salary increment of two hundred (200) dollars will be granted on the 4th, 8th, 12th, 16th years, etc. for continuous service in the district.

1. Clerical employees shall be paid a longevity payment of two hundred (200) dollars starting after 15 years of service; two hundred (200) dollars starting after 20 years of service; and \$200 starting after 25 years of service, for a cumulative maximum amount of six hundred (600) dollars.

D. Supplemental Salary Guide - Guidance
Counselors, Speech Correctionist, Reading, and Special Education Teachers:

| <u>YEARS</u> | <u>SALARY</u> |
|--------------|---------------|
| 1st..... | \$200 |
| 2nd..... | \$300 |
| 3rd..... | \$400 |

This provision shall not apply to employees on or after July 1, 1987, except that those who received pay hereunder as of June 30, 1987, shall continue to receive such pay so long as they remain working in one of the categories set forth.

E. Vocational Guide - Subject to the following conditions, vocational teachers (employed as of September 1, 1974 in the positions listed in Section C below) upon receiving a standard certificate in their appropriate trade field will be compensated on the Bachelor's plus 30 scale for salary purposes. Upon receiving a Bachelor's Degree they will be compensated on the Master's scale for salary purposes:

1. Verification of the certification and degree must be received by the Superintendent on or before October 1st in order to receive credit for the current school year.

2. Vocational positions not listed in Section C below and personnel employed after September 1, 1974 are excluded from such benefits.

3. Vocational Teachers:

Auto Trades
Drafting
Welding
Beauty Culture
Metal Trades
Educational Data Processing
Electrical Trades
Landscaping
Building Trades
C. I. E.
Food Services

F. Department Heads

1. All non-certified department heads shall be paid a base salary of \$300.00 plus \$25.00 per teacher, \$100.00 extra after three (3) years.

2. All certified department heads (holders of a supervisory or administrative certificate) shall be paid a base salary of \$550.00 plus \$25.00 per teacher.

3. A job description for all department heads shall be submitted to department heads by the opening of school.

G. Co-Curricular Activities

1. Establishment of an activity with extra compensation and number of personnel assigned shall be determined by the Board of Education. Co-curricular salaries shall be as set forth in the attached salary schedules.

2. Any employee who does not substantially complete his/her co-curricular assignment shall have the salary therefore reduced proportionately. In the event that the remainder of that

assignment is completed by another employee in a demonstrable way, that employee shall be paid the difference between the amount paid to the first employee and the salary set forth in the Co-Curricular Salary Guide.

B. Termination Notice. Each tenure and non-tenure contract shall contain a 60-day notice of termination clause as well as a provision that the Board has the right to waive such clause.

ARTICLE X

TEACHER TRANSFER, ASSIGNMENT AND REASSIGNMENT

A. Definitions:

Transfer is defined as a change from one building to another with a possible change of assignment.

Assignment is defined as -

In elementary - a grade level

In secondary - a certified subject area at a specified level.

Vacancy and/or new position is defined as an unoccupied position which requires additional certification beyond a standard teacher's certificate and would result in an increase in salary for a currently employed teacher.

B. Teacher Initiated Transfer - The teacher shall submit his/her request for transfer for the succeeding year to the Superintendent of Schools, in writing, by February 1. This request shall include the transfer desired and the reasons for the request. Such requests represent consent to transfer and may be acted upon without further consultation with the teacher. The Superintendent shall implement his action.

C. Administration Initiated Transfer - The Superintendent shall notify the teacher whose transfer is pending. The teacher shall be provided the opportunity of discussing the pending transfer and any objections shall be duly considered. The Superintendent shall implement his decision.

D. Teacher Initiated Reassignment - The teacher shall submit his/her request for reassignment for the succeeding year to the building principal, in writing, by February 1. This request shall include the assignment desired and the reasons for the request. Such requests represent consent to reassignment.

and may be acted upon without further consultation with the teacher. The principal, subject to ratification by the Superintendent, shall implement his decision.

E. Administration Initiated Reassignment ~

The principal shall notify the teacher whose reassignment is pending. The teacher shall be provided the opportunity of discussing the pending reassignment and any objections shall be duly considered. The principal, subject to ratification by the Superintendent, shall implement his decision.

F. Transfer and/or reassignment shall be restricted normally to the opening date of school or it may be made at other times when deemed necessary by the Superintendent.

Seniority shall be one of the factors considered in evaluating a request for transfer and/or reassignment. An exchange of two teacher assignments within a building, at the request of the teachers involved who hold comparable certification may be permitted at the discretion of the principal. An exchange of two teachers involving transfer, at the request of the teachers involved, who hold comparable certification may be permitted at the discretion of the Superintendent. Requests for transfer and/or reassignment shall be renewed annually.

G. Vacancies and/or new positions as defined in this Article shall be announced by posting in the schools as a vacancy or new position occurs. Vacancies created by teacher reassignment need not be posted. Applications shall be made in writing to the Superintendent of Schools.

H. Twice each year, once in May and once in June, a list of known unoccupied assignments which continue to remain in effect for the following school year shall be established. Copies of said lists shall be sent to the President of the

Association who may post them in each school building. In addition, copies may be posted by each building principal in the office.

I. Tentative School Designation - Tentative school building designations shall be indicated in addition to elementary grade level and/or secondary certified subject area with the issuance of salary statements and/or contracts on or before April 30th if administratively feasible, provided a completed Agreement has been reached for the succeeding year. Employees shall return contracts on or before May 15th.

ARTICLE XI

CLERICAL ASSIGNMENTS, TRANSFERS, AND REASSIGNMENT

A. Transfer of personnel shall take place at the request of the employee or by the chief administrator when it is in the best interest of the children and the school system.

B. Employee Initiated Transfer. The employee shall submit his/her request for transfer to the Superintendent of Schools in writing by February 28th. This request shall include the placement desired and the reasons for the request.

The Superintendent of Schools shall notify the principals and supervisors concerned with the transfer and they in turn shall interview the employee initiating the request.

After consulting with principals and supervisors concerned, the Superintendent shall notify the employee concerning the decision made.

C. Administration Initiated Transfers. After consultation with the principals and supervisors concerned, the Superintendent shall notify the employee whose transfer is pending. The employee shall be provided the opportunity of discussing the pending transfer and any objections shall be duly considered.

After the completion of the consultation, the Superintendent shall notify the employee as to the decision of the transfer.

D. Fair Employment Procedures.

1. Employees shall not be reduced in compensation without just cause.

2. Non-renewal of non-tenured employees shall not be subject to the grievance procedure and the Board retains all rights in regard thereto. Such an employee may request reasons in writing for the non-renewal within fifteen (15) days after

receiving notice thereof. The reasons shall be supplied within fifteen (15) days after request. Within fifteen (15) days after receipt of the reason, the employee may request an informal hearing before the Board concerning said reasons. Said hearing to be held within thirty (30) days after receipt of the request therefor.

ARTICLE XII

TEACHER EVALUATION

A. Principals shall keep employees informed as to whether or not the kind of service they are rendering is satisfactory in terms of the standards of the school district. Written evaluation reports are to be sent to the employees by the principals with copies forwarded to the Superintendent.

B. Written narrative evaluations shall be given to the employee for his/her signature and comments prior to submission of the reports to the Superintendent. These evaluations shall include suggestions for improvement.

C. The use of audio system for observing teacher performance, if necessary, shall be used only with the teacher's knowledge.

D. Upon prior written notice, employees shall be permitted to examine evaluation reports in their personnel folder as maintained in the office of the Superintendent in the presence of an administrator.

E. A teacher shall, upon written request to the Superintendent, be granted a teacher observation made by an additional administrator to be assigned by the office of the Superintendent.

F. All non-tenure teachers shall be evaluated three times per year. Suggested schedule is: November, January and March but not less than two evaluations prior to February.

ARTICLE XIII

CLERICAL EVALUATION

A. Administrators, supervisors and directors shall keep employees informed as to whether or not the kind of service they are rendering is satisfactory in terms of the standards of the school district. Written evaluation reports are to be sent to the employees by the supervisors with copies forwarded to the Superintendent.

B. Evaluation reports shall include strengths, weaknesses, and specific suggestions for improvement.

C. Written evaluation shall be given to the employee for his/her signature and comments prior to submission of the reports to the Superintendent.

ARTICLE XIV

CLERICAL LIAISON

A. The Association representative may meet with the Superintendent at least once every calendar quarter during the school year to review and discuss current problems and practices of mutual interest and the administration of this Agreement insofar as the clerical portion of the Unit is concerned. Neither the Superintendent nor the Board shall be required to engage in collective negotiations during these meetings.

ARTICLE XV

SICK LEAVE

A. Definition of Sick Leave - Sick leave is hereby defined to mean the absence from duty of any person because of physical disability, illness or injury, or quarantine or exclusion from school by medical authorities.

B. Sick Leave Allowable - All persons who are steadily employed full time by the Board of Education shall be allowed sick leave with full pay as follows:

10 month term - 10 days;
11 month term - 11 days;
12 month term - 12 days.

C. Accumulated Sick Leave - Allowable sick leave not utilized in any year shall be cumulative to be used for additional sick leave in subsequent years. Sick leave for new employees shall be prorated for the first year of employment based upon the date of hire.

D. Physician's Certificate Required for Sick Leave - A physician's certificate may be required by the Superintendent when it appears that there has been an abuse of sick leave or excessive absences on the part of an employee. The Superintendent or his designee will counsel with the employee prior to requiring a physician's certificate for future absences.

E. Workers' Compensation - Workers' compensation awards shall be deducted from the regular salary of the employee for the days absence covered by Workers' Compensation Act. The time lost from employment under the Workers' Compensation Act shall not be deducted from days permitted for regular sick leave allowance.

F. Sick Leave Sell Back - A teacher's unused sick leave at the time of retirement under the teachers' pension program shall be sold back to the Board providing that the retiring

employee has at least fifteen (15) years of service in the Deptford School District. The rate of such sell-back for each day of accumulated sick leave will be \$34.00 per day beginning July 1, 1992.

Failure of a teacher to notify the Board of his/her retirement by October 1st preceding the date of retirement will result in forfeiture of payment in the absence of extenuating circumstances.

G. Clerical Sick Leave Sell Back - A clerical employee's unused sick leave at the time of retirement under the Public Employees Retirement System (PERS) shall be sold back to the Board at the rate of \$17.00 per day effective July 1, 1992, provided the retiring employee has at least fifteen (15) years of service in the Deptford School District. Notice of retirement shall be given by the clerical employee to the Board by October 1st in the school year in which he/she is retiring. Payment shall be in the month of July following retirement.

Failure of a clerical employee to notify the Board of his/her retirement by October 1st aforesaid will delay payment to him/her until the month of July following the July in which he/she otherwise would have received payment.

ARTICLE XVI

TEACHER PERSONAL LEAVE

A. The Board of Education upon recommendation of the Superintendent of Schools shall grant a total of ten (10) days leave per school year (not to be accumulated) to any regularly employed person for the following emergencies or conditions:

1. Death in immediate family - up to five (5) days (immediate family - mother, father, mother-in-law, father-in-law, children, husband, wife, brother, sister, or any relative who has lived within the same household for a period of over two (2) years.)

2. Personal Leave - up to three (3) days - (legal, household, family, business). Personal Business - business that cannot be conducted outside the normal work day. Four (4) working days notice shall be given except in approved emergency.

a. Any unused personal leave days, not to exceed three (3) days in a given school year, shall be accumulated as sick days under Article XV and shall be deemed to be in addition to the accumulated sick leave days referred to in the said Article XV.

Employees shall not be granted personal leave days on a day immediately before or after a holiday, vacation period or during the first or last week of the school year.

3. The Superintendent of Schools may grant additional personal leave without pay.

4. Paternity Leave - one (1) day - birth of a child.

5. Visitation Leave - one (1) day per year may be granted by the Superintendent of Schools to any personnel for school visitation and observation in other school systems. In each case a written report shall be submitted to the principal who will forward it to the Superintendent. Arrangements for such visitations shall be made by the building principal, with the approval of the Superintendent.

B. In the event all sick leave days have been used, five (5) days herein specified in A., 2, 3, 4, and 5 may be granted as sick leave days not to be accumulated.

ARTICLE XVII

CLERICAL PERSONAL LEAVE

A. The Board of Education shall grant upon recommendation of the Superintendent of Schools leave per school year (not to be accumulated) to any regularly employed person for the following emergencies or conditions.

1. Death in immediate family - up to five (5) days (immediate family - mother, father, mother-in-law, father-in-law, children, husband, wife, brother, sister, or any relative who has lived within the same household for a period of over two years). Additional emergencies will be judged by the Superintendent by request if the total of five (5) days for bereavement has been used.

2. Personal Business - Up to three (3) days (personal business - personal business that cannot be conducted outside the normal work day).

(a) Employees shall not be granted personal leave days on a day immediately before or after a holiday, vacation period or during the first or last week of the school year.

(b) The reason shall be required for personal days and reasonable proof may be required.

(c) Unused personal days shall be accumulated as sick days.

3. The Superintendent of Schools may grant additional personal leave without pay.

4. Paternity Leave - one (1) day - birth of a child.

5. Visitation Leave - One (1) day per year may be granted by the Superintendent of Schools to any personnel, for school visitation and observation in other school systems. In each case a written report shall be submitted to the principal who will forward it to the Superintendent. Arrangements for each visitation shall be made by the building principal, with the approval of the Superintendent.

B. In the event all sick leave days have been used, up to five (5) additional days may be taken as sick leave under paragraphs 2, 4, and 5, provided the employee has such days available.

ARTICLE XVIII

MATERNITY LEAVE

A. Teachers

1. Maternity leave without pay shall be granted to all female teachers under tenure on the following terms: the teacher shall have the right to request and receive an unpaid leave of absence with the return to work being only the first teacher work day in September, to be within a period not to exceed the end of the school year following the school year in which the leave was granted. (This shall be interpreted in accordance with the bargaining history regarding the maximum period of time during which the teacher may be on leave.) Any leave under the New Jersey Family Leave Act shall be deemed included within this time and not in addition thereto.

2. Maternity leave for female non-tenure teachers may be granted without pay for the remainder of the school year in which the leave is requested and such leave shall not extend beyond the end of the teacher's contract for the school year in which the leave is granted (the year in which maternity leave is granted shall not count toward fulfillment of the time requirements for acquiring tenure).

3. Request for maternity leave, without pay, shall be made by a teacher before the end of the fourth (4th) month of pregnancy. Leave shall begin as recommended by the teacher's personal physician. A teacher may return to work after the birth of a child upon the presentation of a medical certificate from the teacher's personal physician stating that she is capable of performing her duties. If a teacher decides not to return, she shall notify the Superintendent by giving notice or resignation at least ninety (90) days before the leave expires on June 30th.

A teacher shall be credited for salary increment purposes as follows:

3-6 months of teaching - 1/2 year credit

7-10 months of teaching - 1 year credit

4. Teachers granted maternity leave shall, upon request, be reassigned to the same grade and/or subject area, whenever possible.

5. Tenured teachers adopting an infant child shall receive similar leave which shall commence upon receiving de facto custody of said infant, or earlier if necessary, to fulfill the requirements for the adoption.

6. If any provisions of this article are contrary to law, such provisions shall not be deemed valid except to the extent permitted by law.

B. Clerical Employees

1. Maternity leave shall be as prescribed by law.

ARTICLE XIX

TEACHER PRE-RIF CONFERENCE

A. Subject to N.J.S.A. 18A:28-9, the Superintendent shall notify the Association of any pending reduction in force within a reasonable time prior to such action and shall meet to discuss the situation.

B. The Board's determination shall not be subject to the grievance procedure.

ARTICLE XX

PROTECTION OF CLERICAL EMPLOYEES

A. Employees shall not be required to work under unsafe or hazardous conditions or to perform tasks which endanger their health, safety or well-being. However, the Board or the Board's designee shall solely determine whether or not an unsafe or hazardous condition or task which endangers health exists.

B. An employee may use reasonable force as is necessary to protect himself from attack, to protect another person or property, to quell a disturbance threatening physical injury to others, or to obtain possession of weapons or other dangerous objects upon the person or within the control of a pupil in the absence of a certified person.

C. If an employee is out of work due to an occupational accident or disease for less than seven (7) days, the Board shall pay the employee's salary without charging the time to sick leave.

1. The Board reserves the right to delay payment pending investigation and required medical examinations.

2. The employee shall fully cooperate in processing of the claim through workers' compensation.

ARTICLE XXI

INSURANCE PROTECTION

A. The Board of Education shall adopt a health insurance plan providing the following:

1. Blue Cross/Blue Shield Medallion Program; Blue Cross prescription plan shall be five (5) dollars co-pay for generic drugs and ten (10) dollars co-pay for brand name drugs

2. Enrollment shall be optional.

B. Payment of the premiums of the health insurance plan shall be 96.8% by the Board and 3.2% by the employee through payroll deductions.

C. The Board shall not be obligated to pay premiums for any employee during the time that the employee is on an unpaid leave of absence except as may be required by the New Jersey Family Leave Law. However, where not so required, the employee may elect to maintain his/her coverage in effect at his/her own expense during the course of the unpaid leave of absence by making arrangements for reimbursement of premiums paid by the Board.

D. A dental plan providing single coverage for the employee shall be put into effect. The Board shall pay up to, but not in excess of the sum of \$235 per year per employee in connection with said dental plan.

E. All insurance coverage is by the approved Board/Association vendor.

ARTICLE XXII

EDUCATIONAL IMPROVEMENT PROGRAMS

A. Teachers

1. The Board agrees to pay \$400.00 maximum per year toward tuition and other expenses, excluding travel, incurred in connection with graduate course work in the field of education taken at a recognized college or university, prior approval of the Superintendent of Schools being required. Exceptions may be granted by the Superintendent for employees working toward additional certification.

2. Requests for reimbursement must be submitted on or before October 1st for approved work taken in the preceding school year. Said request must include appropriate supporting documents as required by the Board's form.

B. Clerical Employees

1. The Board agrees to pay one hundred and fifty (\$150.00) dollars maximum per year toward tuition and other expenses incurred in connection with course work taken in a recognized program with prior approval of the Superintendent of Schools.

2. Verification of expenses and tuition shall be submitted for payment upon successful completion of the course.

ARTICLE XXIII

PERSONAL FREEDOM - CLERICAL EMPLOYEES

A. The personal life of an employee is not an appropriate concern or attention of the Board except as it may directly prevent the employee from performing properly his assigned functions during the work day.

B. Employees shall be entitled to full rights of citizenship and no religious or political activities of any employee or the lack thereof shall be grounds for any discipline or discrimination with respect to the employment of such employee providing said activities do not violate any local, state or federal law.

ARTICLE XXIV

DEDUCTION FROM SALARY

A. Association Payroll Dues Deduction

1. The Board agrees to deduct from the salaries of its employees dues for the Deptford Education Association, the New Jersey Education or the National Education Association or any one or any combination of such Associations as said employees individually and voluntarily authorize the Board to deduct. Such deductions shall be made in compliance with Chapter 233 N.J. Public Laws of 1969 (N.J.S.A. 52:14-15.9e) and under rules established by the State Department of Education. Said monies, together with current records of any person as may from time to time be designated by the Deptford Education Association shall be forwarded to the Association by the 15th of each month following the monthly pay period in which deductions were made. The person designated shall disburse such monies to the appropriate association or associations.

2. Each of the Associations named above shall certify to the Board, in writing, the current rate of its membership dues. Any Association which shall change the rate of its membership dues shall give the Board written notice prior to the effective date of such change.

B. Local, State and National Services

The Board agrees to deduct from employees' salaries money for local, state and/or national association services and programs as said employees individually and voluntarily authorize the Board to deduct and to transmit the monies promptly to such Association or Associations. Any employee may have such deductions discontinued at any time upon sixty (60) days' written notice to the Board and the appropriate Association.

ARTICLE XXV

VACATIONS - 12 MONTH CLERICAL EMPLOYEES

A. The Deptford Township Board of Education believes vacations away from daily employment are necessary for good mental and physical health of employees.

B. The Board also believes in rewarding employees who serve faithfully for long periods of time.

C. The purpose of this policy is to make it possible for employees of the school system to be relieved of responsibilities for a period of time each year without loss of compensation.

D. Persons employed between July 1 and September 1 of a given year, will be granted two weeks of paid vacation after June 30 of the following year.

E. Persons employed between September 2 and February 1 will be granted one week of paid vacation after June 30 of the following year.

F. Persons employed in:

February will receive 4 days of paid vacation after June 30 of the following year.

March will receive 3 days of paid vacation after June 30 of the following year.

April will receive 2 days of paid vacation after June 30 of the following year.

May will receive 1 day of paid vacation after June 30 of the following year.

G. Persons who have completed from five to nine years of continuous service to the district will be granted three weeks of paid vacation per year.

H. Persons who have completed ten (10) or more years of continuous service to the district will be granted four weeks of paid vacation per year.

I. A year of service credit will be granted for each twelve (12) months of contracted service rendered beginning on or before September 1 and ending June 30.

J. A full year of service will be granted for every ten (10) months of service to the district when the employee is reassigned to a twelve (12) month position. (This applies to persons who begin employment in the district on a ten month contract but are later employed for a twelve month contract.)

K. Vacation time accrued to the date of termination of employment will be determined by years of service, and prorated according to the length of time employed on the current contract year. (Example: If a person who is eligible for two weeks vacation annually elects to terminate employment after six months of a contract year, he/she will be granted a one week vacation prior to termination of services.)

L. Vacations will be granted only at times of the year when they will not interfere with the normal operation of the school.

M. The Board may, from time to time, have employees provide advance information concerning the tentative time of taking vacations. Subject to this and paragraph L above, requests for vacation must be submitted to the employee's immediate supervisor at least two (2) weeks in advance.

N. A maximum of one (1) week of vacation may be carried into the following year upon written request.

O. Vacation requests from September 1 to June 15 will be normally limited to one (1) week in length. However, under unusual circumstances, additional time may be granted.

P. Requests for vacations must be made out on the appropriate form. A signed photocopy will be returned to the employee as soon as a decision can be made.

Q. All vacations are subject to the final approval of the Superintendent of Schools.

ARTICLE XXVI

MISCELLANEOUS

A. If any provisions of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

B. Any individual contract between the Board and an individual employee, heretofore or hereafter executed shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement, during its duration, shall be controlled.

C. There shall be no discrimination in practices and procedures of the school system policies in hiring, training, assignments, promotions, transfer or discipline of employees on basis of race, creed, color, religion, national origin, sex, age, domicile, marital status, or any Association activities.

D. Any employee or employee group shall communicate through the proper channels of authority. When the matter requires Board action it shall be directed through proper channels to the Board of Education.

E. It is agreed by both parties that the negotiations will be conducted without the use of pressure tactics. The parties also agree, during the period of negotiations, that the only publicity accorded the negotiations by the parties will consist of a joint press release or, in the event the parties are unable to agree upon wording, a joint press release stating that "no progress has been made."

F. It is understood by all parties that under the ruling of the Courts of New Jersey and the State Commissioner of Education, the Board of Education is forbidden to waive any rights or powers granted it by law.

G. The parties agree to follow the procedures outlined in the Agreement, and to use no other channels to resolve any question or proposal until the procedures within this Agreement are fully exhausted.

H. If the legislature or courts of New Jersey authorize strikes by public employees, there shall be no strikes or other concerted activities during the term of the Agreement.

I. Whenever any notice is required to be given by either party of this Agreement to the other, pursuant to the provisions of this Agreement, either party shall do so in writing with signed receipt of delivery, at the following addresses:

A. If by the Association to the Board -

Blackwood Terrace School
Deptford, New Jersey 08096

B. If by the Board to the Association -

The school building where the President of the Association is assigned.

ARTICLE XXVII

AGREEMENT

IT IS AGREED between the BOARD OF EDUCATION OF DEPTFORD TOWNSHIP in the County of Gloucester, party of the first part, and the DEPTFORD EDUCATION ASSOCIATION, party of the second part, that this Agreement shall become effective as of July 1, 1992 and shall continue in effect until June 30, 1995.

Resolution of Adoption by the Board of Education: 6-30-92.

Deptford Township Board President: Catherine M. Yack (Signature)

Deptford Education Assn. President: Debby C. Hobbs (Signature)

Attested: Donald D. Sevan Board of Education
Secretary

Raymond A. Price Deptford Education Assn.
Negotiations Chairperson

DEPTFORD TOWNSHIP BOARD OF EDUCATION
AND
DEPTFORD EDUCATION ASSOCIATION

NO-REPRISAL AGREEMENT

1. The Board and the Association agree that no employee in the unit represented by the Association shall be subjected to any action stemming from allegations that the employee made any statements or refused to make any statements during the period of time from September 5, 1990, to the signing of this Agreement.
2. The Board agrees that it will not change in any way the employment status, compensation or any other terms and conditions of employment of any employee in the unit represented by the Association for activity or lack of activity allegedly engaged in or refrained from during the period of time from September 5, 1990, until the signing of this Agreement, except through collective negotiations. The term "compensation" shall not be deemed to include salary docked for days not worked during the strike.
3. The Association and its members and the Board agree that no reprisals shall be taken at any time by the Association or its members or the Board against each other or against any individual on the basis of actions allegedly taken or actions allegedly refrained from or statements allegedly made or not made during the period of time from September 5, 1990, until the signing of this Agreement. This shall not be deemed to apply to matters now pending before Superior Court. Said matters are expressly reserved to be pursued by the Board.
4. The Association, its members and the Board agree to take no reprisals against any students for attendance, non-attendance, support or non-support of the strike.

TEACHERS
SALARY GUIDE
1992-93

| <u>92-93</u> <u>STEP</u> | <u>BA</u> | <u>B+15</u> | <u>B+30</u> | <u>MA</u> | <u>M+15</u> | <u>M+30</u> |
|-----------------------------|-----------|-------------|-------------|-----------|-------------|-------------|
| 1 | 31,664 | 32,164 | 32,464 | 33,264 | 33,664 | 34,164 |
| 2 | 31,964 | 32,464 | 32,764 | 33,564 | 33,964 | 34,464 |
| 3 | 32,164 | 32,664 | 32,964 | 33,764 | 34,164 | 34,664 |
| 4 | 32,684 | 33,184 | 33,484 | 34,284 | 34,684 | 35,184 |
| 5 | 33,204 | 33,704 | 34,004 | 34,804 | 35,204 | 35,704 |
| 6 | 33,724 | 34,224 | 34,524 | 35,324 | 35,724 | 36,224 |
| 7 | 34,244 | 34,744 | 35,044 | 35,844 | 36,244 | 36,744 |
| 8 | 35,284 | 35,784 | 36,084 | 36,884 | 37,284 | 37,784 |
| 9 | 36,444 | 36,944 | 37,244 | 38,044 | 38,444 | 38,944 |
| 10 | 38,044 | 38,544 | 38,844 | 39,644 | 40,044 | 40,544 |
| 11 | 39,644 | 40,144 | 40,444 | 41,244 | 41,644 | 42,144 |
| 12 | 41,244 | 41,744 | 42,044 | 42,844 | 43,244 | 43,744 |
| 13 | 42,844 | 43,344 | 43,644 | 44,444 | 44,844 | 45,344 |
| 14 | 44,444 | 44,944 | 45,244 | 46,044 | 46,444 | 46,944 |
| 15 | 46,044 | 46,544 | 46,844 | 47,644 | 48,044 | 48,544 |
| 16 | 47,644 | 48,144 | 48,444 | 49,244 | 49,644 | 50,144 |

**TEACHERS
SALARY GUIDE
1993-94**

| <u>93-94</u> <u>STEP</u> | <u>BA</u> | <u>B+15</u> | <u>B+30</u> | <u>MA</u> | <u>M+15</u> | <u>M+30</u> |
|-----------------------------|-----------|-------------|-------------|-----------|-------------|-------------|
| 1 | 32,364 | 32,864 | 33,164 | 33,964 | 34,364 | 34,864 |
| 2 | 32,664 | 33,164 | 33,464 | 34,264 | 34,664 | 35,164 |
| 3 | 32,964 | 33,464 | 33,764 | 34,564 | 34,964 | 35,464 |
| 4 | 33,164 | 33,664 | 33,964 | 34,764 | 35,164 | 35,664 |
| 5 | 33,684 | 34,184 | 34,484 | 35,284 | 35,684 | 36,184 |
| 6 | 34,204 | 34,704 | 35,004 | 35,804 | 36,204 | 36,704 |
| 7 | 35,169 | 35,669 | 35,969 | 36,769 | 37,169 | 37,669 |
| 8 | 36,769 | 37,269 | 37,569 | 38,369 | 38,769 | 39,269 |
| 9 | 38,369 | 38,869 | 39,169 | 39,969 | 40,369 | 40,869 |
| 10 | 39,969 | 40,469 | 40,769 | 41,569 | 41,969 | 42,469 |
| 11 | 41,569 | 42,069 | 42,369 | 43,169 | 43,569 | 44,069 |
| 12 | 43,169 | 43,669 | 43,969 | 44,769 | 45,169 | 45,669 |
| 13 | 44,769 | 45,269 | 45,569 | 46,369 | 46,769 | 47,269 |
| 14 | 46,419 | 46,919 | 47,219 | 48,019 | 48,419 | 48,919 |
| 15 | 48,144 | 48,644 | 48,944 | 49,744 | 50,144 | 50,644 |
| 16 | 49,994 | 50,494 | 50,794 | 51,594 | 51,994 | 52,494 |

**TEACHERS
SALARY GUIDE
1994-95**

| <u>94-95 STEP</u> | <u>BA</u> | <u>B+15</u> | <u>B+30</u> | <u>MA</u> | <u>M+15</u> | <u>M+30</u> |
|-----------------------|-----------|-------------|-------------|-----------|-------------|-------------|
| 1 | 33,064 | 33,564 | 33,864 | 34,664 | 35,064 | 35,564 |
| 2 | 33,364 | 33,864 | 34,164 | 34,964 | 35,364 | 35,864 |
| 3 | 33,664 | 34,164 | 34,464 | 35,264 | 35,664 | 36,164 |
| 4 | 33,964 | 34,464 | 34,764 | 35,564 | 35,964 | 36,464 |
| 5 | 34,164 | 34,664 | 34,964 | 35,764 | 36,164 | 36,664 |
| 6 | 34,819 | 35,319 | 35,619 | 36,419 | 36,819 | 37,319 |
| 7 | 36,419 | 36,919 | 37,219 | 38,019 | 38,419 | 38,919 |
| 8 | 38,019 | 38,519 | 38,819 | 39,619 | 40,019 | 40,519 |
| 9 | 39,619 | 40,119 | 40,419 | 41,219 | 41,619 | 42,119 |
| 10 | 41,219 | 41,719 | 42,019 | 42,819 | 43,219 | 43,719 |
| 11 | 42,819 | 43,319 | 43,619 | 44,419 | 44,819 | 45,319 |
| 12 | 44,419 | 44,919 | 45,219 | 46,019 | 46,419 | 46,919 |
| 13 | 46,219 | 46,719 | 47,019 | 47,819 | 48,219 | 48,719 |
| 14 | 48,119 | 48,619 | 48,919 | 49,719 | 50,119 | 50,619 |
| 15 | 50,119 | 50,619 | 50,919 | 51,719 | 52,119 | 52,619 |
| 16 | 52,219 | 52,719 | 53,019 | 53,819 | 54,219 | 54,719 |

CLERICAL
SALARY GUIDES

CLASS II

| <u>STEP</u> | <u>1992-93</u> | <u>1993-94</u> | <u>1994-95</u> |
|-------------|----------------|----------------|----------------|
| 1 | \$17,893 | \$18,466 | \$19,046 |
| 2 | 18,393 | 18,966 | 19,546 |
| 3 | 19,864 | 19,496 | 20,076 |
| 4 | 21,336 | 21,056 | 20,637 |
| 5 | 22,807 | 22,616 | 22,288 |

CLASS III

| | <u>1992-93</u> | <u>1993-94</u> | <u>1994-95</u> |
|---|----------------|----------------|----------------|
| 1 | \$19,364 | \$20,026 | \$20,698 |
| 2 | 19,864 | 20,526 | 21,198 |
| 3 | 21,336 | 21,056 | 21,727 |
| 4 | 22,807 | 22,616 | 22,288 |
| 5 | 24,279 | 24,175 | 23,939 |

OFF GUIDES 1.065 1.06 1.0585

DEPTFORD TOWNSHIP PUBLIC SCHOOLS

HIGH SCHOOL ATHLETIC POSITIONS

| <u>POSITION</u> | <u>1992-93 AMOUNT</u> | <u>1993-94 AMOUNT</u> | <u>1994-95 AMOUNT</u> |
|--|---------------------------|---------------------------|---------------------------|
| Head football coach | \$5,898 | \$6,252 | \$6,617 |
| Assistant head football coach | 3,165 | 3,355 | 3,551 |
| Assistant football coach (per position) | 3,034 | 3,216 | 3,404 |
| Freshman football coach | 2,803 | 2,971 | 3,145 |
| Assistant freshman football coach | 2,364 | 2,506 | 2,652 |
| Head basketball coach - boys/girls (each) | 4,155 | 4,405 | 4,662 |
| Assistant basketball coach - boys/girls (each) | 2,908 | 3,083 | 3,263 |
| Freshman basketball coach - boys/girls (each) | 2,045 | 2,168 | 2,295 |
| Head soccer coach - boys/girls (each) | 2,992 | 3,172 | 3,358 |
| Assistant soccer coach - boys/girls (each) | 2,045 | 2,168 | 2,295 |
| Freshman soccer coach - boys | 2,045 | 2,168 | 2,295 |
| Head girls hockey coach | 2,992 | 3,172 | 3,358 |
| Assistant girls hockey coach | 2,045 | 2,168 | 2,295 |
| Freshman girls hockey coach | 2,045 | 2,168 | 2,295 |
| Head wrestling coach | 4,155 | 4,405 | 4,662 |
| Assistant wrestling coach | 2,908 | 3,083 | 3,263 |
| Freshman wrestling coach | 2,045 | 2,168 | 2,295 |
| Head baseball (boys) and softball (girls) coach (each) | 3,263 | 3,458 | 3,661 |
| Assistant baseball (boys) and assistant softball (girls) coach (each) | 2,236 | 2,370 | 2,509 |
| Freshman baseball (boys) and freshman softball (girls) coach (each) | 2,045 | 2,168 | 2,295 |

DEPTFORD TOWNSHIP PUBLIC SCHOOLS

(High school athletic positions continued)

| <u>POSITION</u> | <u>1992-93 AMOUNT</u> | <u>1993-94 AMOUNT</u> | <u>1994-95 AMOUNT</u> |
|---|---------------------------|---------------------------|---------------------------|
| Head track coach - boys/girls (each) | \$3,263 | \$3,458 | \$3,661 |
| Assistant track coach - boys/girls (each) | 2,236 | 2,370 | 2,509 |
| Cross country coach - boys/girls (each) | 2,124 | 2,252 | 2,383 |
| Indoor track coach - boys/girls (each) | 1,759 | 1,864 | 1,973 |
| Tennis coach - boys/girls (each) | 2,124 | 2,252 | 2,383 |
| Golf coach | 2,124 | 2,252 | 2,383 |
| Bowling coach - boys/girls (each) | 2,124 | 2,252 | 2,383 |
| Weight training coach | 2,124 | 2,252 | 2,383 |

DEPTFORD TOWNSHIP PUBLIC SCHOOLS

HIGH SCHOOL NON-ATHLETIC POSITIONS

| <u>POSITION</u> | <u>1992-93 AMOUNT</u> | <u>1993-94 AMOUNT</u> | <u>1994-95 AMOUNT</u> |
|----------------------------------|---------------------------|---------------------------|---------------------------|
| Student council | \$2,236 | \$2,370 | \$2,509 |
| Yearbook advisor | 2,236 | 2,370 | 2,509 |
| Yearbook business advisor | 1,035 | 1,097 | 1,161 |
| Newspaper advisor | 2,181 | 2,312 | 2,447 |
| Public relations advisor | 1,583 | 1,678 | 1,776 |
| A-V advisor | 1,583 | 1,678 | 1,776 |
| Stage crew advisor | 1,583 | 1,678 | 1,776 |
| Culture Club | 1,035 | 1,097 | 1,161 |
| N.H.S. | 765 | 810 | 857 |
| F.T.A. | 765 | 810 | 857 |
| F.B.L.A. | 765 | 810 | 857 |
| Marching band director | 5,290 | 5,607 | 5,935 |
| Assistant marching band director | 2,802 | 2,970 | 3,144 |
| Assistant marching band director | 2,514 | 2,665 | 2,821 |
| Band front | 2,802 | 2,970 | 3,194 |
| Cheerleader advisor | 4,260 | 4,515 | 4,780 |
| Freshman cheerleader advisor | 1,622 | 1,719 | 1,818 |
| Class advisors | | | |
| Senior | 900 | 954 | 1,010 |
| Junior | 750 | 804 | 860 |
| Sophomore | 600 | 654 | 710 |
| Freshman | 450 | 504 | 560 |
| District music coordinator | 2,229 | 2,363 | 2,501 |
| School musical director/producer | 3,275 | 3,471 | 3,675 |
| School musical drama director | 2,916 | 3,090 | 3,271 |
| School musical costumer | 1,597 | 1,693 | 1,792 |
| School musical stage manager | 1,597 | 1,693 | 1,792 |

(continued)

HIGH SCHOOL NON-ATHLETIC POSITIONS (continued)

| <u>POSITION</u> | <u>1992-93 AMOUNT</u> | <u>1993-94 AMOUNT</u> | <u>1994-95 AMOUNT</u> |
|-------------------------------------|---------------------------|---------------------------|---------------------------|
| School musical business manager | \$ 644 | \$ 683 | \$ 723 |
| School musical vocal coach | 2,449 | 2,596 | 2,748 |
| School musical choreographer | 2,449 | 2,596 | 2,748 |
| School musical accompanist | 1,298 | 1,376 | 1,456 |
| Girls Athletic Association | 765 | 810 | 857 |
| Chess Club | 765 | 810 | 857 |
| Science Club | 765 | 810 | 857 |
| Honors vocal competitions advisor | 1,538 | 1,630 | 1,725 |
| Honors musical competitions advisor | 1,538 | 1,630 | 1,725 |
| S.A.D.D. | 765 | 810 | 857 |
| Rotary/Interact | 765 | 810 | 857 |

DEPTFORD TOWNSHIP PUBLIC SCHOOLS
MONONGAHELA MIDDLE SCHOOL

| <u>POSITION</u> | <u>1992-93 AMOUNT</u> | <u>1993-94 AMOUNT</u> | <u>1994-95 AMOUNT</u> |
|--|---------------------------|---------------------------|---------------------------|
| Student council advisor | \$1,901 | \$2,015 | \$2,133 |
| Newspaper advisor | 1,288 | 1,366 | 1,445 |
| A.V. advisor | 1,583 | 1,678 | 1,776 |
| Honors instrumental competition | 1,538 | 1,630 | 1,725 |
| Intramural athletics (basketball - fall and winter - boys/girls) (each) | 1,433 | 1,519 | 1,608 |
| Intramural athletics (soccer - spring - boys/girls) (each) | 717 | 760 | 804 |
| Stage band | 1,854 | 1,965 | 2,080 |
| Director of student activities | 2,317 | 2,456 | 2,600 |
| National Junior Honor Society Advisor | 765 | 810 | 857 |

